



**Hillsborough
County Florida**

DEVELOPMENT SERVICES
PO Box 1110 Tampa, FL 33601-1110

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

Date: May 12, 2017
To: Interested Parties
From: John L. Barrios, CBO, Building Official
SUBJECT: THRESHOLD BUILDINGS

**BOARD OF COUNTY
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The Building Services Division issues building permits for the erection and or structural alteration of threshold buildings under the provision of Chapter 553, Florida Statutes and the Hillsborough County Construction Code, Ordinance. The State of Florida requires the submittal of affidavits from the Owner, Architect / Engineer of Record, Special Inspector, and the General Contractor.

Prior to the issuance of a building permit, the Architect, Structural Engineer, Special Inspector, General Contractor, and Building Owner shall attend a preconstruction conference with County staff. The purpose of the meeting is to set guidelines and review the requirements of Chapter 553, Part VII, Florida Statutes pertaining to threshold buildings.

At the preconstruction conference, the architect or engineer of record shall submit two copies of the structural inspection plan, and all shoring and reshoring procedures, plans and details, in accordance with Chapter 553.79(5)(a) and 553.79(7)(c), Florida Statutes. See attached excerpts.

When the above mentioned plans and documents are compiled, please call the Plans Examiner of Record to schedule a preconstruction conference.

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

ARCHITECT OR ENGINEER OF RECORD THRESHOLD AFFIDAVIT

I, _____, an Architect / Engineer duly licensed¹ and registered with the State of Florida, Registration No _____, hereby certify plans and specifications submitted for the threshold building located at

conform to requirements of the Hillsborough County Construction Code, Ordinance 15-14, and all other applicable laws, codes, and ordinances of Hillsborough County.

Prior to the issuance of the building permit, I agree to submit to the Building Official a structural inspection plan which delineates the structural inspections required by the Special Inspector, all shoring and reshoring procedures, plans, and details, and upon completion of the structure, a certificate that said structure has been erected in accordance with the requirements of said Building Code and other applicable laws, codes, and ordinances.

Architect / Engineer Signature and Seal

Date

¹Architect licensed under Florida Statute, Chapter 481. Engineer licensed under Florida Statute, Chapter 471

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

GENERAL CONTRACTOR THRESHOLD BUILDING AFFIDAVIT

I, _____, a General² / Building Contractor³ duly licensed and / or registered with the State of Florida, License No. _____ hereby agree to construct the threshold building located at _____

_____ in accordance with the permitted drawings and specifications, and the requirements of the Hillsborough County Construction Code, as modified, and all other applicable laws, codes, and ordinances.

In addition, I acknowledge all shoring and reshoring procedures, plans, and details be submitted to the enforcement agency for record keeping. Each shoring and reshoring installation shall be supervised, inspected, and certified to be in compliance with the shoring documents by the contractor.

General / Building Contractor Signature	License No.	Date
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**STATE OF FLORIDA
COUNTY OF HILLSBOROUGH COUNTY**

Sworn and subscribed before me this _____ day of _____ 20____ by _____.

_____ personally known
_____ or produced identification (_____)
Indicate type of identification produced

Signature of Notary Public – State of Florida	Notary Stamp
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**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

SPECIAL INSPECTOR THRESHOLD BUILDING AFFIDAVIT

I, _____, the Special Inspector, an Architect / Engineer licensed and or registered with the State of Florida, Registration Number _____ and certified as a building inspector under Part XII of chapter 468, Florida Statutes, or certified as a special inspector under Chapter 471 or 481, Florida Statutes, hereby certify that I, or a duly authorized representative, shall perform the structural inspection in accordance with the approved structural inspection plans prepared by the Architect / Engineer of record on the threshold building located at _____

Further, I hereby agree to file, as required by the Building Official, inspection reports under seal which will accurately reflect the quality and progress of the above described structural work for said threshold building to the Architect / Engineer, Owner, and Building Official. Further, upon completion of the building and prior to issuance of a Certification of Occupancy, I, as the Special Inspector, shall file a signed and sealed statement with the enforcement agency, in substantially the following form: *“To the best of my knowledge and belief, the above described construction of all structural load-bearing components complies with the permitted documents, and the specialty shoring design professional engineer has ascertained that the shoring and reshoring conforms with the shoring and reshoring plans submitted to the enforcement agency.”*

Special Inspector Signature and Seal

Date

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

GENERAL THRESHOLD BUILDING AGREEMENT

We, the Owner, Architect / Engineer, General Contractor, and Special inspector, have reviewed the requirements of Chapter 553, Florida Statutes, and agree to comply with the provisions and all applicable laws, codes, and ordinances as they pertain to the following threshold building:

Owned by: _____

Mailing Address: _____

City / State / Zip Code: _____

Legal Description: _____

_____ Owner (print name)	_____ General Contractor (print name)
_____ Owner (signature)	_____ General Contractor (signature)
_____ Architect / Engineer of Record (print name)	_____ Special Inspector (print name)
_____ Architect / Engineer of Record (signature)	_____ Special Inspector (signature)

I, John L. Barrios, Building Official of Hillsborough County, Florida, acknowledge the above named Architect / Engineer, General Contractor, Special Inspector, and Owner for the above referenced threshold building, and hereby declare that all inspection reports by the Special Inspector, including upon completion of the building a signed and sealed statement in substantially the following form: *“To the best of my knowledge and belief, the above described construction of all structural load-bearing components complies with the permitted documents, and the specialty shoring design professional engineer has ascertained that the shoring and reshoring conforms with the shoring and reshoring plans submitted to the enforcement agency.”* This statement shall be submitted to Hillsborough County Building Services Division before a Certificate of Occupancy is issued.

 John L. Barrios, CBO, Building Official, Hillsborough County

Excerpts from 2016 Florida Statutes 553, Part VII

✓ 553.71(12) “Threshold building” means any building which is greater than three stories or 50 feet in height, or which has an assembly occupancy classification as defined in the Florida Building Code which exceeds 5,000 square feet in area and an occupant content of greater than 500 persons.

✓ 553.79(5)(a) The enforcing agency shall require a special inspector to perform structural inspections on a threshold building pursuant to a structural inspection plan prepared by the engineer or architect of record. The structural inspection plan must be submitted to and approved by the enforcing agency before the issuance of a building permit for the construction of a threshold building. The purpose of the structural inspection plan is to provide specific inspection procedures and schedules so that the building can be adequately inspected for compliance with the permitted documents. The special inspector may not serve as a surrogate in carrying out the responsibilities of the building official, the architect, or the engineer of record. The contractor’s contractual or statutory obligations are not relieved by any action of the special inspector. The special inspector shall determine that a professional engineer who specializes in shoring design has inspected the shoring and reshoring for conformance with the shoring and reshoring plans submitted to the enforcing agency. A fee simple title owner of a building, which does not meet the minimum size, height, occupancy, occupancy classification, or number-of-stories criteria which would result in classification as a threshold building under s. 553.71(12), may designate such building as a threshold building, subject to more than the minimum number of inspections required by the Florida Building Code.

✓ 553.79(b) The fee owner of a threshold building shall select and pay all costs of employing a special inspector, but the special inspector shall be responsible to the enforcement agency. The inspector shall be a person certified, licensed, or registered under chapter 471 as an engineer or under chapter 481 as an architect.

✓ 553.79(c) The architect or engineer of record may act as the special inspector provided she or he is on the Board of Professional Engineers’ or the Board of Architecture and Interior Design’s list of persons qualified to be special inspectors. School boards may utilize employees as special inspectors provided such employees are on one of the professional licensing board’s list of persons qualified to be special inspectors.

✓ 553.(d) The licensed architect or registered engineer serving as the special inspector shall be permitted to send her or his duly authorized representative to the job site to perform the necessary inspections provided all required written reports are prepared by and bear the seal of the special inspector and are submitted to the enforcement agency.

✓ 553.79(7) Each enforcement agency shall require that, on every threshold building:

✓ 553.79(7)(a) The special inspector, upon completion of the building and prior to the issuance of a certificate of occupancy, file a signed and sealed statement with the enforcement agency in substantially the following form: To the best of my knowledge and belief, the construction of all structural load-bearing components described in the threshold inspection plan complies with the permitted documents, and the specialty shoring design professional engineer has ascertained that the shoring and reshoring conforms with the shoring and reshoring plans submitted to the enforcement agency.

✓ 553.79(7)(b) Any proposal to install an alternate structural product or system to which building codes apply be submitted to the enforcement agency for review for compliance with the codes and made part of the enforcement agency’s recorded set of permit documents.

✓ 553.79(7)(c) All shoring and reshoring procedures, plans, and details be submitted to the enforcement agency for recordkeeping. Each shoring and reshoring installation shall be supervised, inspected, and certified to be in compliance with the shoring documents by the contractor.

✓ 553.79(7)(d) All plans for the building which are required to be signed and sealed by the architect or engineer of record contain a statement that, to the best of the architect’s or engineer’s knowledge, the plans and specifications comply with the applicable minimum building codes and the applicable fire safety standards as determined by the local authority in accordance with this chapter and chapter 633.

✓ 553.79(7)(8) No enforcing agency may issue a building permit for construction of any threshold building except to a licensed general contractor, as defined in s. 489.105(3)(a), or to a licensed building contractor, as defined in s. 489.105(3)(b), within the scope of her or his license. The named contractor to whom the building permit is issued shall have the responsibility for supervision, direction, management, and control of the construction activities on the project for which the building permit was issued.

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

THRESHOLD BUILDINGS

Architect or Engineers responsibility:

- ✓ Submit to the Building Official a structural inspection plan which delineates the structural inspections required by the Special Inspector.
- ✓ All shoring and reshoring procedures, plans, and details.
- ✓ All plans for the building which are required to be signed and sealed by the Architect / Engineer of record containing a statement that, to the best of the Architect / Engineer's knowledge, the plans and specifications comply with applicable minimum building codes and the applicable fire safety standards as determined by the local authority in accordance with Chapters 553 and 633, Florida Statutes.

Special Inspectors responsibility:

- ✓ The inspector shall be the person certified, licensed, or registered under Chapter 471 as an Engineer or under Chapter 481 as an Architect.
- ✓ To perform structural inspections on a threshold building pursuant to a structural inspection plan prepared by the Architect/Engineer of Record.
- ✓ All written reports are prepared by and bear the seal of the Special Inspector and are submitted to the enforcement agency.
- ✓ The inspections performed by the Special Inspector do not take the place of any inspections normally done by the Construction Services of the Building Services Division (BSD).
- ✓ The Special inspector, upon completion of the building and prior to the issuance of a Certificate of Occupancy, files a signed and sealed statement with the enforcement agency in substantially the following form:

To the best of my knowledge and belief, the above described construction of all structural load-bearing components complies with the permitted documents, and the specialty shoring design professional engineer has ascertained that the shoring and reshoring conforms with the shoring and reshoring plans submitted to the enforcement agency.

Signed and sealed, weekly inspection reports shall be sent to **Mr. Pete Ooms, Chief Building Inspector**

Mailing Address: The Center for Development Services
 Building Services – South County Office
 Attn: Mr. Pete Ooms
 410 SE 30th Street
 Ruskin, FL 33570

NOTE: Any structural deficiencies noted in Special Inspectors report must indicate in a follow-up report how and when the deficiencies were corrected.

General Contractor:

- ✓ To whom the building permit is issued shall have the responsibility for supervision, direction, management, and control of the construction activities on the project for which the building permit was issued.
- ✓ The General Contractor shall certify to the Building Services Division in writing, and prior to request for required County performed structural inspections, all shoring and reshoring has been installed, supervised, and inspected in conformance with the shoring and reshoring documents. The certification letter shall clearly indicate the area and level in which the shoring and reshoring has been installed. The certification letter may be faxed to: Mr. Peter Ooms, Chief Building Inspector @ (813) 272-5655 or (813) 635-7368 no later than the morning of the day of the requested inspection.

Owner's Responsibility:

- ✓ The fee owner of a threshold building shall select and pay all cost of employing Special Inspector, but the inspector shall be responsible to the enforcing agency. The inspector shall be a person certified, licensed, or registered under Chapter 471 as an Engineer or under Chapter 481 as an Architect.

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING & CONSTRUCTION SERVICES DIVISION**

THRESHOLD BUILDING PRECONSTRUCTION CONFERENCE AGENDA

Date: _____

Project: _____

Project Address: _____

General Contractor: _____

OBJECTIVE: **Clarification of Threshold Building Inspection Requirements**

Persons Attending	Representing
1.	Hillsborough County
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10	

Items To Be Discussed:

- Architect's or Engineer's responsibility.
- Shoring and reshoring plans.
- Special Inspector's responsibility.
- To whom inspection reports are to be sent to.
- Special Inspector Structural Certification prior to issuance of Certificate of Occupancy.
- Required inspections to be performed by Hillsborough County Building Services Division.
- General Contractor's responsibility.
- Owner's responsibility.
- Submission of required Threshold Building Documents.

Documents needed prior to issuance of Building permits:

1. Signed Threshold Building Agreement.
2. Architect's or Engineer of Record Threshold Affidavit.
3. General Contractor's Threshold Building Affidavit.
4. Special Inspector's Threshold Affidavit.
5. Structural Inspector's plan.
6. Shoring and reshoring plan.